

1120. OCCUPATIONAL FIELD 30, SUPPLY ADMINISTRATION AND OPERATIONS1. MOS 3002, Ground Supply Officer (I) (LtCol to 2ndLt) PMOS

a. Summary. Ground supply officers supervise and coordinate supply operations and related functions of a supply activity, unit, base, or station, including operating forces and shore station organizations. Ground supply officers may direct the activities of a maintenance distribution or industrial type organization, and they command or serve in either an operating forces service unit or a non-operating forces activity. Ground supply officers supervise the execution of policies and procedures pertaining to procurement, receipt, accounting, repair, storage, distribution, issue, disposal, computation, and maintenance of stock levels. They supervise transportation of supplies and equipment, and the collection, safeguarding, and transmittal of public funds; participate in the budget process and administration and expenditure of allotted funds; and make necessary recommendations to the commanding officer.

b. Prerequisites. None.

c. Requirements. Complete the Ground Supply Officer Course, MCB, Camp Lejeune, NC.

d. Duties. For a complete listing of duties and tasks, refer to MCO 1510.73, Individual Training Standards.

e. Related DOT Classification/DOT Code

- (1) Property Utilization Officer 188.117-122.
- (2) Stock Supervisor 222.137-038.
- (3) Budget Officer 166.117-010.
- (4) Shipping and Receiving Supervisor 222.137-030.
- (5) Unclaimed Property Officer 188.167-106.
- (6) Property Disposal Officer 163.167-026.

f. Related Military Skill.

2. MOS 3006, Contracting Officer FMOS

a. Summary. Contracting officers evaluate contract requirements, specifications, bids, proposals, and subsequent contractor performance. When appointed in accordance with the Federal Acquisition Regulation, contracting officers have authority to enter into, administer, or terminate contracts and make related determinations and findings. Contracting officers may bind the Government only to the extent of the authority delegated to them. This MOS is also an Acquisition Workforce Career Field as defined by the Defense Acquisition Workforce Improvement Act and Title 10, Section 1701. Officers serving in MOS 3006 are eligible for the MOS 8057, Acquisition Professional Candidate, and MOS 8058, Acquisition Management Officer, acquisition workforce programs. This MOS will be assigned only as a FMOS.

b. Prerequisites

- (1) Must possess a secret security clearance.

- (2) Must be a U.S. Citizen.

c. Requirements

(1) Complete the Contingency Contracting Officers Course at Camp Johnson, NC.

- (2) Must meet other requirements as may be prescribed by regulation.

d. Duties

(1) Provides planning, programming, budgeting, and acquisition planning support to various Marine Corps appropriation sponsors; reviews acquisition plans, statements of work, performance work statements, economy act orders, specifications, requests for proposals and invitations for bids; evaluates contract proposals, bids, and contractor performance; awards and administers contracts.

(2) Supervises others in the conduct of Marine Corps contracting functions.

(3) Makes determinations and findings as well as determines obligations for the settlement of controversies and protests on Government contracts.

(4) Performs contingency contracting functions in support of the conduct of war, operations other than war exercises, and deployments.

(5) Typical assignments: Chief/Deputy of Contracts at a Marine Corps Regional Contracting Office or contract specialist/procurement analyst (supporting establishment), Chief of Contracts at a Marine Corps Deployed Regional Contracting Office (FSSG), Contracting/Host Nation Support Officer (MEF/MAGTF), Contracting Officer (JTF, HQMC, etc.).

e. Related DOT Classification/DOT Code. Contract Specialist 162.117-018.

f. Related Military Skill. None.

3. MOS 3010, Ground Supply Operations Officer (III) (CW05 to WO) PMOS

a. Summary. Ground supply operations officers supervise and coordinate the technical activities of a supply section of the Operating forces or a shore station organization. They provide the technical knowledge of automated supply systems necessary to ensure timely and accurate processing of supply related ADP systems. They provide liaison between supply sections and supporting data processing activities. They supervise the requisitioning, receipt, storage, and issue of materiel; accounting procedures; computation and maintenance of stock levels and disposal of excesses; transportation and processing of personal effects. They supervise the maintenance of subsistence, clothing, ammunition, and property accounts. Ground supply operations officers assist in the budget execution, fund justification, administration of allotted funds, and inform the commanding officer regarding supply support problem areas.

b. Prerequisites. None.

c. Requirements. Must have previously served in MOS 3043 or 3051.

d. Duties. For a complete listing of duties and tasks, refer to MCO 1510.73, Individual Training Standards.